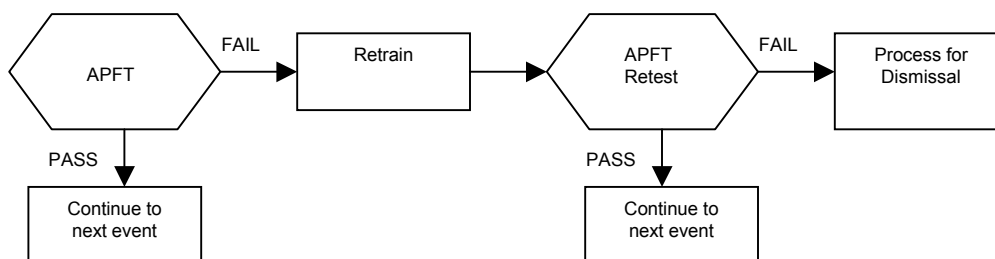


Student Evaluation Plan (SEP) for SACC ANCOC (Enclosure 1)

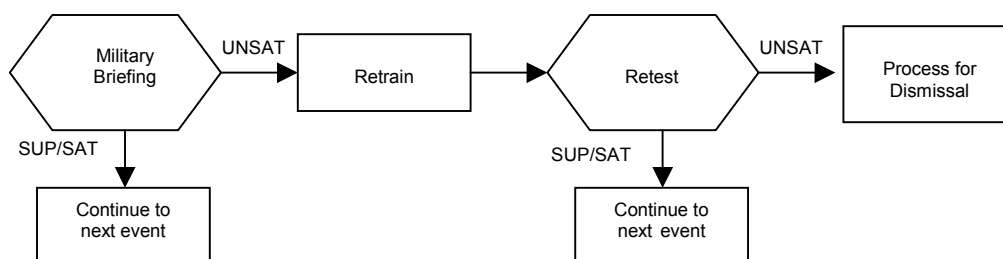
ACADEMIC GRADING AND TEST PLAN.

1. NCO Academies conducting the TASS SACC (Phase I) ANCOC will use written examinations, performance evaluations, and leadership performance evaluations to ensure students can demonstrate overall mastery of course material and meet course graduation requirements.
2. NCO Academies will evaluate academic subject matter on a basis of 100 weight points per written examination distributed according to this document. They shall calculate weight point achievement to a percentage computed to the second decimal place (0.00%) to determine student's completion of training. They shall evaluate leadership and other performance evaluations based on a "GO/NO-GO" basis. To receive a passing score the student must score at least 70 percent or higher on the Written Examination and Plans, Orders, and Annexes Exam. The passing grade for the Military Briefing Evaluation and Memorandum For Decision Evaluation is "Superior or Satisfactory."
3. NCO Academies will provide remedial/refresher training to those students failing an examination/evaluation and offer them one retest. The retest will cover the entire test and not just the portion the student failed. Should a student fail the retest, the commandant will dismiss him/her from the course if it is a graduation requirement.
4. NCO Academies will award students passing the retest the minimum passing score, Regardless of the student's actual grade point achieved on the retest. NCO Academies will not have to remove those students who require and pass a retest from class honors consideration since there are no class honors given for the Stand-Alone Common Core. NCO Academies will record the final retest score in student course records along with counseling and remediation documentation.
5. The major examinations/evaluations are:

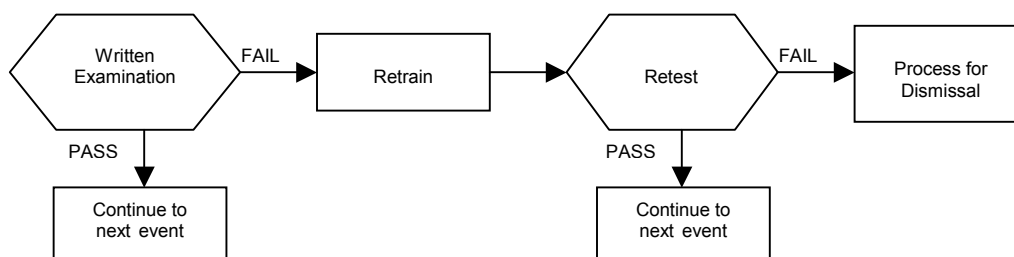
a. **Army Physical Fitness Test (APFT)**. Soldiers attending this course must take and pass the APFT prior to the end of the course. Students will take the standard APFT within the first 72 hours of arrival. Soldiers with permanent profiles will take the APFT with alternate test events; the APFT must include an aerobic event. **The passing grade is 180 points (60 points per event) and is a graduation requirement.** Students who fail the initial test will retest between day 7 and day 14 after the initial APFT for AC and ADT (no earlier than day six or later than day seven of the POI for IDT). Students who fail the APFT retest will be dismissed for failure to meet APFT standards. Soldier failing the initial APFT and found medically unqualified to retest within the required period of time will receive a medical dismissal. The following flowchart graphically depicts the flow process for the APFT:



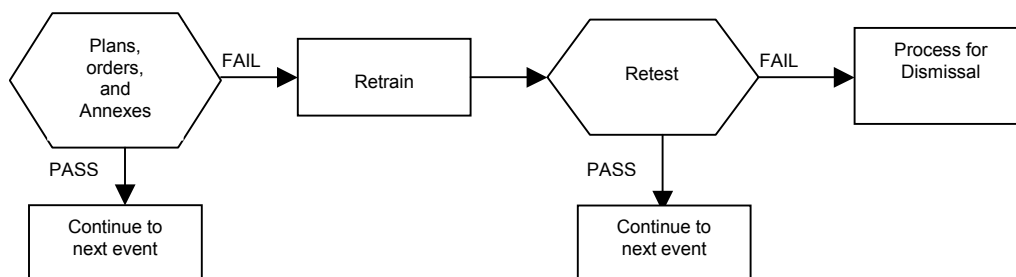
b. **Military Briefing Evaluation (L431)**. The Military Briefing Performance Evaluation requires the student to demonstrate an ability to properly conduct a military briefing in accordance with Lesson L431, Brief to Inform, Persuade or Direct. Students must plan, prepare, and conduct a decision briefing that persuades a decision maker to select their course of action. Students have eight to 10 minutes to complete the briefing. This evaluation covers POI File C402. Students must receive a “Superior or Satisfactory” to pass. This is a graduation requirement. Students who fail the initial evaluation will undergo remedial/refresher training and get one retest. NCO Academies will drop/dismiss from the course any student who fails the Military Briefing Performance Evaluation retest for failure to meet course standards. The following flowchart graphically depicts the flow process for the Military Briefing Performance Evaluation:



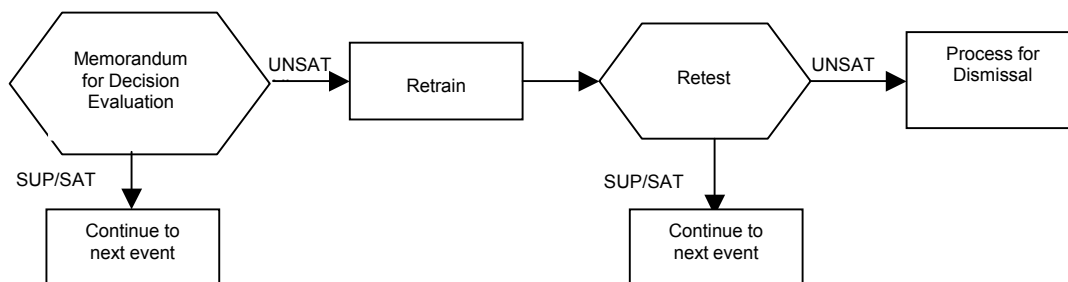
c. **Written Examination (E403)**. The Written Examination is an open book, performance-based, multiple choice examination that requires the student to select the best correct answer by applying knowledge to solve problems in an environment that simulates the soldier’s duty position. Students may use their Advance Sheets, Practical Exercises, appropriate publications issued for the course, personal notes, and calculators. Students must demonstrate their knowledge of the subject or their research ability in finding the correct answer. This examination covers POI Files L422, L423, L424, L425, L426, L427, L428, L429, L430, L431, L432, L433, L434, T421, T423, T424, T427, T428, T430, T431, T440, W421, W423, W424, W425, and W430. This is a three-hour examination: ten minutes for the introduction, 2.5 hours for the examination, ten minutes for an After Action Review (AAR), and a ten minute break. The passing grade is 70 percent. Students must answer at least 35 or more questions correctly to pass. **This is a graduation requirement.** Students who fail the initial examination will undergo remedial/refresher training and get one retest. NCO Academies will drop/dismiss from the course any student who fails the Written Examination retest for failure to meet course standards. The following flowchart graphically depicts the flow process for the Written Examination.



d. **Plans, Orders, and Annexes Exam (E402).** The Plans, Orders, and Annexes Examination is an open book, performance-based, multiple choice examination that requires the student to select the best correct answer by applying knowledge to demonstrate an understanding of Plans, Orders, Annexes. Students may use their Advance Sheets, Practical Exercises, appropriate publications issued for the course, personal notes, and calculators. Students must demonstrate their knowledge of the subject or their research ability in finding the best correct answer. This examination covers POI File W422. This is a 3-hour examination: ten minutes for the introduction, 2.5 hours for the examination, ten minutes for an After Action Review (AAR), and a ten minute break. The passing grade is 70 percent. Students must answer at least 35 questions or more correctly to pass. This is a graduation requirement. Students who fail the initial examination will undergo remedial/refreshers training and get one retest. NCO Academies will drop/dismiss from the course any student who fails this Examination retest for failure to meet course standards. The following flowchart graphically depicts the flow process for Plans, Orders, and Annexes.



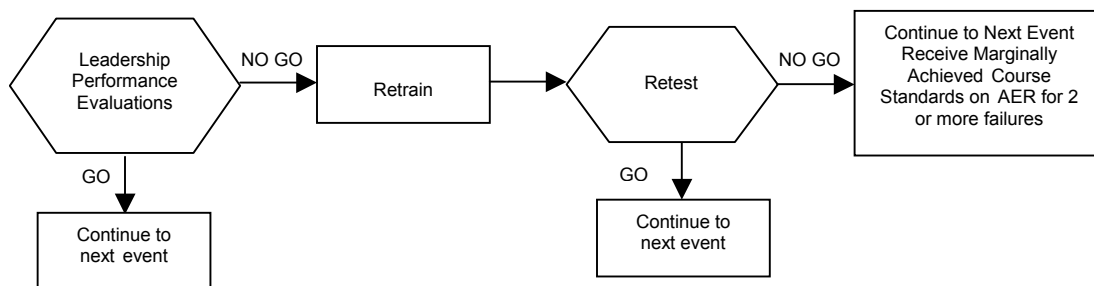
e. **Memorandum for Decision Evaluation (L432).** The Memorandum for Decision Evaluation measures the student's ability to properly write memorandum for decision. Students may use their Advance Sheets, Practical Exercises, appropriate publications issued for the course, personal notes, and calculators. This examination covers POI File L432. The passing grade is "Superior" or "Satisfactory." This is a graduation requirement. Students who fail the initial examination will undergo remedial/refreshers training and get one retest. NCO Academies will drop/dismiss from the course any student who fails this Evaluation retest for failure to meet course standards. The following flowchart graphically depicts the flow process for the Memorandum for Decision Evaluation.



f. **Leadership Performance Evaluations.** The Leadership Performance Evaluations are performance tests that require the student to lead soldiers in various activities and assume a leadership position in order to demonstrate their leadership ability and skills. There are five leadership activities:

- (a) Physical Fitness Training Session.
- (b) In-Ranks Inspection.
- (c) After Action Review.
- (d) Risk Assessment.
- (e) Student Discussion Leader.

Students must attain 70 percent of the performance measures for each activity correctly to receive a “GO.” Should a student fail the initial evaluation they will undergo remedial/refresher training and get one retest. The Leadership Performance Evaluations are not graduation requirements. However, should a student receive a final “NO-GO” on two or more of the five Leadership Performance Evaluations, they shall receive a “Marginally Achieved Course Standards” in the Performance Summary (Item 13) of their DA Form 1059 Service School Academic Evaluation Report (AER). Additionally, students will undergo an evaluation while assuming a leadership position. The SGL/instructor will counsel each student on their strengths, weaknesses, and ways to improve. There is no retest requirement for the Leadership Position Evaluation. The following flowchart graphically depicts the flow process for the Leadership Performance Evaluations:



Student Evaluation Plan (SEP) for SACC ANCOC (Enclosure 2)

DA FORM 1059, SERVICE SCHOOL ACADEMIC EVALUATION REPORT

1. SGLs/instructors will evaluate each student's academic performance on the DA Form 1059, Service School Academic Evaluation Report (AER). The AER will explain the student's accomplishments, potential, and limitations during the course. All entries will reflect the actual performance of the student.

2. The goal is to provide the students an original copy of the AER on graduation day. NCO Academies will prepare the AER according to AR 623-1 and this SEP. **Negative counseling is anything other than academic i.e. missing formation, failing to prepare, etc.** SGLs/instructors shall consider the following when making their evaluations:

a. Item 13, Performance Summary. For the Performance Summary block, students may receive one of four evaluations, based on the following:

(1) **EXCEEDED COURSE STANDARDS**. Reserve "Exceeded Course Standards" rating to no more than 20 percent of the graduating class. If more than 20 percent exceed course standards, student academic scores will determine the outcome. Students may achieve all superior ratings on their DA Form 1059 and not exceed course standards. Students must:

- (a) Pass the **INITIAL** APFT.
- (b) Pass the **INITIAL** Written Examination and Plans, Orders, and Annexes Exam with an overall average of 90 percent or higher.
- (c) Receive an **INITIAL** "Superior" rating on the Military Briefing evaluation.
- (d) Receive an **INITIAL** "Superior" rating on Memorandum for Decision Evaluation.
- (e) Receive an **INITIAL** "GO" on all Leadership Performance Evaluations.
- (f) Receive at least three SUPERIOR ratings in the Demonstrated Abilities block (Item 14) of the DA Form 1059 with one being in Leadership Skills, and no UNSATISFACTORY (UNSAT) ratings.
- (g) Receive no negative counseling statements (other than academic).
- (h) Participate fully in all ANCOC activities.

(2) **ACHIEVED COURSE STANDARDS**. Students must:

- (a) Pass the Written Examination and Plans, Orders, and Annexes.
- (b) Receive a "Satisfactory" rating on the Military Briefing evaluation.
- (c) Receive a "Satisfactory" rating on Memorandum for Decision Evaluation.
- (d) Receive a "GO" on at least four of the five Leadership Performance Evaluations.
- (e) Receive at least three SATISFACTORY (SAT) or above ratings in the Demonstrated Abilities block (Item 14) of the DA Form 1059.
- (f) Receive no more than ONE negative counseling statements (other than academic).
- (g) Participate fully in all ANCOC activities.

(3) **MARGINALLY ACHIEVED COURSE STANDARDS**. Students must:

- (a) Receive a "NO-GO" on two or more Leadership Performance Evaluations.
- (b) Receive no more than two UNSATISFACTORY (UNSAT) ratings in the Demonstrated Abilities block (Item 14) of the DA Form 1059.
- (c) Receive no more than TWO negative counseling statements (other than academic).
- (d) Fail to participate fully in all ANCOC activities.

(4) **FAILED TO ACHIEVE COURSE STANDARDS**. A student will fail to achieve course standards if any of the following apply:

- (a) Fails to meet height and weight standards IAW AR 600-9 after enrollment.
- (b) Fails the APFT.
- (c) Receives less than 70 percent on the final Written Examination or Plans, Orders, and Annexes Exam.
- (d) Receives an "Unsatisfactory" rating on the Military Briefing Performance Evaluation.

- (e) Receives an "Unsatisfactory" rating on Memorandum for Decision Evaluation.
- (f) Receives three or more UNSATISFACTORY (UNSAT) ratings in the Demonstrated Abilities block (Item 14) of the DA Form 1059.
- (g) Relieved from the course for disciplinary reasons or violations of the standards of conduct outlined in paragraph 3a.

b. Item 14, Demonstrated Abilities. For the Demonstrated Abilities block, students may receive one of four evaluations in the five categories listed below, based on the following:

(1) **WRITTEN COMMUNICATION**. NCO Academies will base the Written Communication rating on the Memorandum for Decision Evaluation.

(a) **SUPERIOR** – To receive a "SUPERIOR" rating a student must achieve fourteen or more superior ratings out of the fifteen possible areas for the introduction, body, and conclusion. Students can receive no unsatisfactory ratings.

(b) **SATISFACTORY** – To receive a "SATISFACTORY" rating a student must achieve eleven or more satisfactory ratings out of fifteen possible areas for the introduction, body, conclusion, and style.

(c) **UNSATISFACTORY** – To receive an "UNSATISFACTORY" rating a student must achieve five or more unsatisfactory ratings out of fifteen possible areas for the introduction, body, conclusion, and style. Students who turn the memorandum in late will receive an overall unsatisfactory rating. Should a student receive an "UNSATISFACTORY" rating for the Memorandum for Decision Evaluation, he/she shall receive a "FAIL TO ACHIEVE COURSE STANDARDS," and will not graduate.

(2) **ORAL COMMUNICATION**. NCO Academies will base the Oral Communication rating primarily on the Military Briefing Performance Evaluation. They will also consider the student's performance as Student Discussion Leader (SDL).

(a) **SUPERIOR** – To receive a "SUPERIOR" rating a student must receive a "GO" in all areas on the Military Briefing Performance Evaluation, no negative counseling statement from his performance as SDL, and no "NO-GO" ratings on any oral communication requirements during the course.

(b) **SATISFACTORY** – To receive a "SATISFACTORY" rating a student must receive an overall "GO" rating on the Military Briefing Performance Evaluation, no negative counseling statement from his performance as SDL, and no "NO GO" ratings on any oral communication requirements during the course.

(c) **UNSATISFACTORY** – To receive an ‘UNSATISFACTORY’ rating a student must receive at least ONE negative counseling statement for poor oral communication skills (e.g., excessive use of profanity, distinctiveness, or voice control). Should a student receive a “NO-GO” rating for the Military Briefing Performance Evaluation, he/she shall receive a “FAIL TO ACHIEVE COURSE STANDARDS,” and will not graduate.

(3) **LEADERSHIP SKILLS**. NCO Academies will base the Leadership Skills rating primarily on the Leadership Performance Evaluations ratings. They will also consider the student’s performance while they served in any other leadership positions.

(a) **SUPERIOR** – To receive a "SUPERIOR" rating a student must receive a first time “GO” on all Leadership Performance Evaluations, and no negative counseling statements from his performance while in any other leadership position.

(b) **SATISFACTORY** – To receive a "SATISFACTORY" rating a student must receive a "GO" on at least three of the Leadership Performance Evaluations, and no more than ONE negative counseling statements from his performance while in any other leadership positions.

(c) **UNSATISFACTORY** – To receive an ‘UNSATISFACTORY’ rating a student must receive a “NO-GO” rating on two or more of the Leadership Performance Evaluations, and TWO or more negative counseling statements from his/her performance while in any other leadership positions. A negative counseling statement for apathy, poor attitude, or failure to fully participate in training events will result in an **AUTOMATIC** "UNSATISFACTORY" rating.

(4) **CONTRIBUTION TO GROUP WORK**. NCO Academies will base the Contribution to Group Work rating primarily on the student’s participation in the lesson discussions and practical exercises.

(a) **SUPERIOR** – To receive a "SUPERIOR" rating a student must consistently enhance training by sharing his/her experiences, receive no negative counseling statements Regarding class/group participation or failure to complete reading/homework assignments, or failure to prepare for class, contribute above and beyond that of fellow classmates, and receive an overall “SUPERIOR” rating for their contributions throughout the course.

(b) **SATISFACTORY** – To receive a "SATISFACTORY" rating a student must actively participate in classroom discussions, and receive no more than ONE negative counseling statement for poor class participation, disruptive behavior, or lack of participation.

(c) **UNSATISFACTORY** – To receive an ‘UNSATISFACTORY’ rating a student must receive TWO or more negative counseling statements for poor class participation, disruptive behavior, lack of participation, or failure to complete reading/homework assignments.

(5) **EVALUATION OF STUDENT'S RESEARCH ABILITY**. NCO Academies will base the Evaluation of Student's Research Ability rating primarily on the student's Written Examination and Plans, Orders, and Annexes Examination.

(a) **SUPERIOR** – To receive a "SUPERIOR" rating a student must receive a grade point average (GPA) of 90 percent or higher on the initial examinations.

(b) **SATISFACTORY** – To receive a "SATISFACTORY" rating a student must receive a grade point average (GPA) between 89 percent and 70 percent on the initial examinations.

(c) **UNSATISFACTORY** – To receive an "UNSATISFACTORY" rating a student must receive less than 70 percent on the initial and subsequent retest on the Written Examination or the Plans, Orders, and Annexes Examination. Students may also receive two or more negative counseling statements for failure to complete reading/homework assignments or failure to prepare for classes.